

SUPERVISOR REVIEW

An appraiser must be Certified in West Virginia for two (2) years or longer before they are permitted to be a supervisor. An appraisal form, along with this application, must be submitted to the Board for review **before** the individual they want to supervise receives an Apprentice Permit. The Upgrade Committee will review the appraisal to determine compliance with USPAP and W.Va. Code 30-38-1, et seq. Based upon the review, the Upgrade Committee will recommend and submit to the Board for final determination. If approved, the supervisor will be granted a Supervisor Certificate, which will be valid for a period of five (5) years.

Instructions:

1. Application must be legible. Please **PRINT**.
2. Enclose **three (3)** copies of the appraisal report as submitted to the client. The appraisal and copies **MUST** be reduced to 8 1/2 x 11.
3. **DO NOT SANITIZE THE REPORT.**
4. Enclose one (1) copy (reduced to 8 1/2 x 11) of the work file.

Name FIRST MIDDLE LAST

Address

Home Telephone (area code)

Business Telephone (area code)

I certify the enclosed is a true copy of the appraisal report as submitted to the client.

Signature _____ Date _____

FOR OFFICE USE ONLY

Date Received

Review No. _____